



Windows and Doors

INSTALLATION DIVISION
COMPLETION REPORT

STEFANI

Pella Mid-Atlantic, Inc.
12100 Baltimore Avenue, Suite 1
Beltsville, MD 20705
301-957-7070
877-59-PELLA
Installationdepartment@pellamidatlantic.com
MHIC136537
VA 2705170176

Customer Name:

Address:

Phone Day:

Night:

Cell:

Installation Date: March 22, 2021

Order #: 717ZE3QXQ

Crew: HESS

Delivery: ☐

Install Pick-up: ☒ 7-10am

Custom Stain or Paint: ☐

☒ C.O.D. Payment Schedule: Check # Credit Card # Expires Auth#

Delivery Payment:

Completion Payment:

(Visa, Master Card, Discover & American Express)

USE SAME CARD FOR COMPLETION
PAYMENT

☐ GE Financing: Completion certificate attached for signature(s)

Signatures required confirming walkthrough completed with crew leader.

Customer

Crew Leader

Signature

Complete the following after walk through with crew leader.

List Any Deficiencies:

Item #	Specific Problem
	Replace line 10 + 15 Screens

Customer Comments:

Customer Signature:

Crew Leader Signaure:

Date: 3/22/21

Date:



Project Acceptance Form

Customer:
Install At:

(b) (6)

Sub-Contracted Installation Company:
(b) (6) Hess Construction
Customer Event #: 17519532

Day phone:
Cell phone:
Email:

Order Number: 717ZE3QXQ
Installation Date: March 22, 2021
Install Duration: 1 DAY
Arrival Time: 08:00 am

Branch Name: Beltsville Office
Branch Address: 12100 Baltimore Ave
Beltsville, MD 20705
Branch Phone: 301-957-7000

Sales Consultant: Haddon, Mr. Larry X
Project Coordinator: Gao, Stefani
PC Phone:

Special Customer Requests or Product Notes:

25-Jan-2021 12:00 AM-Morning-no value

Installer Payout:

PQM Line #	Description	Quantity	Payout \$ Amount
10	RIWLSP20 - Lead Safe Removal Pfit Installation per opening	2	(b) (6)
10	RIW215 - Pocket Fit Installation - Single Unit	2	(b) (6)
15	RIWLSP20 - Lead Safe Removal Pfit Installation per opening	1	(b) (6)
15	RIW215 - Pocket Fit Installation - Single Unit	1	(b) (6)
20	RIWLSP20 - Lead Safe Removal Pfit Installation per opening	1	(b) (6)
20	RIW215 - Pocket Fit Installation - Single Unit	1	(b) (6)
25	RIW215 - Pocket Fit Installation - Single Unit	1	(b) (6)
25	RIWLSP20 - Lead Safe Removal Pfit Installation per opening	1	(b) (6)
30	RIW215 - Pocket Fit Installation - Single Unit	1	(b) (6)
30	RIWLSP20 - Lead Safe Removal Pfit Installation per opening	1	(b) (6)
40	RIWLSP20 - Lead Safe Removal Pfit Installation per opening	1	(b) (6)
40	RIW215 - Pocket Fit Installation - Single Unit	1	(b) (6)
45	RIW215 - Pocket Fit Installation - Single Unit	2	(b) (6)
45	RIWLSP20 - Lead Safe Removal Pfit Installation per opening	2	(b) (6)
50	RIW215 - Pocket Fit Installation - Single Unit	1	(b) (6)
50	RIWLSP20 - Lead Safe Removal Pfit Installation per opening	1	(b) (6)
55	RIWLSP20 - Lead Safe Removal Pfit Installation per opening	1	(b) (6)
55	RIW215 - Pocket Fit Installation - Single Unit	1	(b) (6)
Total Installer Payout:			\$ (b) (6)

Lead-Based Work:

☒ Lead-Based Testing is required in accordance with EPA and applicable regulations. Test results will determine if Lead-Based Work Practices will or will not be required

Hess, Eric - Hess Construction agrees to install the above referenced products for the amount specified above and to follow the specifications and terms listed above and abide by all the terms of the Subcontractor Agreement for Expert Installers. Sub-Contractor agrees that all persons on jobsite will follow industry best practice, use appropriate installation methodology, and have appropriate background checks.

Accepted by: GAOS -

Acceptance Date: 02/05/2021
11:45:20 am

ATTACHMENT 6: (EPA PRE-RENOVATION FORM)

Occupant Confirmation

Pamphlet Receipt

☒ I have received a copy of the lead hazard information pamphlet informing me of the potential risk of the lead hazard exposure from renovation activity to be performed in my dwelling unit. I received this pamphlet before the work began.

(b) (6)

t(s)

1/18/2021

Signature Date

Renovator's Self Certification Option (for tenant-occupied dwellings only)

Instructions to Renovator: If the lead hazard information pamphlet was delivered but a tenant signature was not obtainable, you may check the appropriate box below.

Declined - I certify that I have made a good faith effort to deliver the lead hazard information pamphlet to the rental dwelling unit listed below at the date and time indicated and that the occupant declined to sign the confirmation of receipt. I further certify that I have left a copy of the pamphlet at the unit with the occupant.

Unavailable for signature - I certify that I have made a good faith effort to deliver the lead hazard information pamphlet to the rental dwelling unit listed below and that the occupant was unavailable to sign the confirmation of receipt. I further certify that I have left a copy of the pamphlet at the unit by sliding it under the door or by (fill in how pamphlet was left).

Printed Name of Person Certifying Delivery

Attempted Delivery Date

Signature of Person Certifying Lead Pamphlet Delivery

Unit Address

Note Regarding Mailing Option - As an alternative to delivery in person, you may mail the lead hazard information pamphlet to the owner and /or tenant. Pamphlet must be mailed at least seven days before renovation. Mailing must be documented by a certificate of mailing from the post office.

Ref# 13583610

Customer Initial

(b) (6)

Customer Initials



Paint Test Kit Record Keeping

Windows and Doors

12100 Baltimore Avenue
Beltsville, MD 20705
PH 301-957-7070
FAX 301-419-2301
877-24-PELLA

PROPERTY OWNER INFORMATION

NAME

ADDRESS

CITY:

E-MAIL:

(b) (6)

#: ()

RENOVATOR INFORMATION

Fill out the following information that is available about the Renovation Site, Firm, and Certified Renovator

RENOVATION ADDRESS:

Same as above

UNIT #:

CITY:

STATE:

ZIP:

CONTACT #:

CERTIFIED FIRM NAME: Estate Construction

ADDRESS: 12100 Baltimore Ave.

CITY: Beltsville

STATE: MD

ZIP: 20705

CONTACT #: (301) 957-7070

E-MAIL:

CERTIFIED RENOVATORS NAME:

(b) (6)

DATE CERTIFIED:

5/1/20

TEST KIT INFORMATION

Use the following blanks to identify the test kit or test kits used in testing components

TEST KIT #1

MANUFACTURE:

GSCA Tech Inc

MANUFACTURE DATE:

6/5/20

MODEL:

Lead

SERIAL #:

20320

EXPIRATION DATE:

8/5/21

TEST KIT #2

MANUFACTURE:

MANUFACTURE DATE:

MODEL:

SERIAL #:

EXPIRATION DATE:

TEST KIT #3

MANUFACTURE:

MANUFACTURE DATE:

MODEL:

SERIAL #:

EXPIRATION DATE:



Paint Test Kit Record Keeping

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OCCUPANT
RENOVATION
CITY: _____

(b) (6)(b) (6)(b) (6)

TEST LOCATION #: 10, 15 DATE OF TEST: 4/25/21 Lot : A or B
DESCRIPTION OF TEST LOCATION: _____

RESULT: IS LEAD PRESENT? (CHECK ONE) : ☐ NO LEAD DETECTED ☐ LOW LEAD ☒ POSITIVE FOR LEAD
(LEAD PRESENT - BELOW US EPA REGULATED LEAD)

TEST LOCATION #: _____ DATE OF TEST: _____ Lot : A or B
DESCRIPTION OF TEST LOCATION: all others preserved

RESULT: IS LEAD PRESENT? (CHECK ONE) : ☐ NO LEAD DETECTED ☐ LOW LEAD ☒ POSITIVE FOR LEAD
(LEAD PRESENT - BELOW US EPA REGULATED LEAD)

TEST LOCATION #: _____ DATE OF TEST: _____ Lot : A or B
DESCRIPTION OF TEST LOCATION: _____

RESULT: IS LEAD PRESENT? (CHECK ONE) : ☐ NO LEAD DETECTED ☐ LOW LEAD ☐ POSITIVE FOR LEAD
(LEAD PRESENT - BELOW US EPA REGULATED LEAD)

TEST LOCATION #: _____ DATE OF TEST: _____ Lot : A or B
DESCRIPTION OF TEST LOCATION: _____

RESULT: IS LEAD PRESENT? (CHECK ONE) : ☐ NO LEAD DETECTED ☐ LOW LEAD ☐ POSITIVE FOR LEAD
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TEST LOCATION #: _____ DATE OF TEST: _____ Lot : A or B
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RESULT: IS LEAD PRESENT? (CHECK ONE) : ☐ NO LEAD DETECTED ☐ LOW LEAD ☐ POSITIVE FOR LEAD
(LEAD PRESENT - BELOW US EPA REGULATED LEAD)

TEST LOCATION #: _____ DATE OF TEST: _____ Lot : A or B
DESCRIPTION OF TEST LOCATION: _____

RESULT: IS LEAD PRESENT? (CHECK ONE) : ☐ NO LEAD DETECTED ☐ LOW LEAD ☐ POSITIVE FOR LEAD
(LEAD PRESENT - BELOW US EPA REGULATED LEAD)